

## Team 1

### PROPOSAL 1 - JUSTIFICATION MEMOS

- a. Unapproved Justification Memo (is posted on the Directives Portal at the same time as the JM is sent to the Under Secretaries)
  - 1. ALERT sent (from Directives Portal announcing JM)
  - 2. Portal Link for Significant Concerns is opened (for all ALERT addressees to use, if they have concerns to voice)
  - 3. Portal Link forwards (or makes available) Significant Concerns to PSOs (Energy, Science, NNSA). This Link would offer the opportunity to volunteer to participate in the development of the directive.
- b. Approved Justification Memo
  - 1. Post on Directives Portal (ORO has already developed a JM website that could be utilized or expanded)
  - 2. ALERT sent (stating approval of JM)
  - 3. Link for Significant Issues/Participants made available to the Office of Primary interest

### PROPOSAL 2 - TRACKS

ONLY ONE TRACK - All directives have a 30-day review in each phase of the Directives process – Review and Comment; Issue Resolution; and Concurrence/Nonconcurrence/Impasse

- a. Provides cleaner system
- b. Easier to monitor
- c. Standardizes system
- d. Everyone knows what to expect each time
- e. Results in fewer RevCom Notices/Alerts
- f. Provides variance (if a significant number of or complex concerns/comments are received, the tracks for resolution could be extended, e.g., DOE O 410.1 had 496 comments, and DOE O 151.1C had over 600 comments which would necessitate a longer resolution period)